

AGENDA BILL APPROVAL FORM

Agenda Subject: Jacobsen Tree Farm Property Master Plan		Date: June 1, 2009		
Department: Parks, Arts and Recreation	Attachments: Resolution No. 4494	Budget Impact: \$30,000 Cap. Facility Plan (321)		
Administrative Recommendation: City Council adopt Resolution No. 4494.				
Background Summary: <p>The Jacobsen Tree Farm property sits in east Auburn in the Lea Hill area; this property adjacent to Auburn Mountainview High School has been identified as a proposed active park site to meet the needs of residents in that area. In anticipation of planning for this space, the Parks, Arts and Recreation Department did a request for proposals to consultants for preparation of a master plan for the property. From these proposals, two consultants were chosen to interview and The Berger Partnership was selected to proceed with this planning.</p> <p>The Berger Partnership proposes to conduct a three-phased master plan process to develop plans for the park property. The process includes an inventory and analysis; visioning and programming; and Master Plan Development. This process includes considerable public involvement and the proposal is expected to cost \$30,000, which is a budgeted item in the City's 2009 Budget.</p> <p>Staff requests that Council adopts Resolution 4494 allowing us to proceed with this plan to develop a master plan for the property.</p> <p>R0615-1 O5.2</p>				
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Action: Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Call for Public Hearing ____/____/____ Referred to _____ Until ____/____/____ Tabled _____ Until ____/____/____				
Councilmember: Norman		Staff: Faber		
Meeting Date: June 15, 2009		Item Number: VIII.B.2		

RESOLUTION NO. 4494

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO ENTER
INTO A CONTRACT WITH THE BERGER PARTNERSHIP PS TO
DEVELOP A MASTER PLAN FOR THE JACOBSEN TREE FARM
PROPERTY

WHEREAS, the Auburn Parks, Recreation and Open Space Plan identifies the need for community recreational space based on population and location in the community; and

WHEREAS, the annexation of Lea Hill into the City of Auburn brings with it a population increase in an area needing a community park; and

WHEREAS, the Jacobsen Tree Farm is a 29-acre parcel centrally located in the Lea Hill area; and

WHEREAS, having a master plan in place for this property allows us to prepare and apply for future funding and solicit other funding sources for money available for projects like this site; and

WHEREAS, long-range planning is necessary to create a facility that will answer the needs of the people in the area, the various sports programs in Auburn, and all the residents of Auburn.

NOW, THEREFORE, THE CITY COUNCIL OF AUBURN, WASHINGTON,
HEREBY RESOLVES THAT:

Section 1. The Mayor is authorized to enter into a contract with The Berger Partnership PS to develop a master plan for the development of the Jacobsen Tree Farm property as outlined in their proposal, a copy of which is attached hereto designated as Exhibit A and incorporated by reference in this Resolution.

Section 2. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. This resolution shall take effect and be in full force upon passage and signatures hereon.

SIGNED and DATED this _____ day of June, 2009.

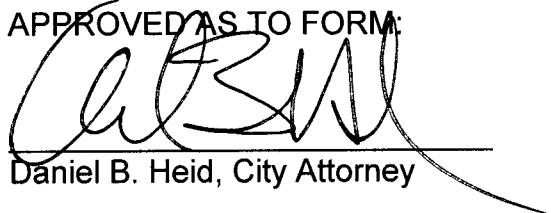
CITY OF AUBURN

PETER B. LEWIS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:



Daniel B. Heid, City Attorney

5.28.09

Mr. Bob Wuotila
Park Planning and Development Manager
City of Auburn
910 9th Street SE
Auburn, WA 98002



The Berger Partnership P
Landscape Architecture

Proposal for Landscape Architectural Services – Jacobsen Tree Farm Park Master Plan

Dear Bob:

We are pleased to be selected for the Jacobsen Tree Farm Park and look forward to working with you on the development of the master plan. The site has the potential to become a focal point for the community and we're excited to get started and help realize the potential.

The project site is approximately 29 acres on 132nd Avenue SE in the Lea Hill neighborhood of Auburn, Washington. The scope of work includes master planning the site for multiple uses including active and passive uses along with an indoor facility. The final design will be determined at the end of a community input process.

A detailed list of tasks, services, meetings and deliverables follows.

Phase 1: Inventory and Analysis

(1 month)

During this phase we will analyze the site and consider the opportunities and constraints.

- Preliminary meeting with Parks and Recreation (Parks)
- Site visit to record existing features and land uses
- Establish project schedule
- Develop preliminary goals and priorities
- Prepare base maps and gather site and community data
- Prepare Inventory and Analysis drawings
- Meet with Parks to discuss findings and community meeting strategies
- Provide Project Administration

Deliverables in this phase include:

- Parks base maps
- Inventory and Analysis drawings
- Preliminary goals and findings

1721 8th Avenue N
Seattle, WA 98109
v 206.325.6877
f 206.323.6867

bergerpartnership.com



Phase 2: Vision and Programming

(2 months)

During this phase we will work with the community to develop the vision for the park and conceptual alternatives.

- Community meeting/workshop to establish a vision for the park
- Establish goals and priorities
- Develop preliminary park program
- Develop conceptual park plans or diagrams
- Prepare graphic documentation of concepts and alternatives
- Meeting with Parks to review conceptual plans and meeting strategy
- Present preliminary park program and conceptual plans to the community
- Provide Project Administration

Deliverables in this phase are:

- Preliminary park program and character
- Preliminary park designs

Phase 3: Master Plan Development

(2 months)

During this phase we will refine the park design and support the design with a narrative and cost estimate. We will also document the master plan for use in fundraising and grant application activities.

- Develop preferred plan
- Prepare presentation exhibits for the community meeting
- Preferred plan/options progress meeting with Parks
- Preferred plan/options presentation to community
- Meet with Parks to review progress
- Prepare preferred alternative/draft master plan
- Prepare estimates of probable construction costs
- Develop phasing plan
- Meet with Parks to review draft master plan and phasing
- Present Final Master Plan to the Parks Board
- Present Final Master Plan to the Planning & Community Development Commission
- Present Final Master Plan to the City Council
- Graphic documentation
- Refine draft master plan
- Meet with Parks to review progress of final master plan
- Refine estimate of probable construction costs
- Prepare design narrative
- Provide Project Administration

5.28.09

Mr. Bob Wuotila

Proposal for Landscape Architectural Services – Jacobsen Tree Farm Park Master Plan

Page 3 of 4



Deliverables for this phase are:

- Schematic Design Alternatives
- Draft Master Plan
- Cost estimates
- Phasing plan
- Final Master Plan report, narrative, and costs

Fees

Based on the scope of services identified at this time, we have established a fee for landscape architectural services as follows:

Inventory and Analysis	\$5,000.00
Park Programming and Workshops	\$8,000.00
Master Plan Development	\$10,800.00
Architectural subconsultant (includes 10% mark-up)	\$2,750.00
Athletic Field subconsultant (includes 10% mark-up)	\$2,750.00
Estimated reimbursable expenses	<u>\$700.00</u>
TOTAL	\$30,000.00

Fees will be billed monthly based upon the percentage of work completed.

Services beyond those noted in this proposal will be billed as additional services on an hourly basis as follows, or lump sum fees can be negotiated:

Principal	\$160.00 per hour
Associate	\$105.00 per hour
Senior Project Manager	\$95.00 per hour
Project Manager	\$85.00 per hour
Associate Project Manager	\$80.00 per hour
Landscape Architectural Staff	\$75.00 per hour
Administrative Staff	\$50.00 per hour

Printing, reprographic expenses, CAD plots, travel costs, and other reimbursable expenses will be billed in addition to the above fees at cost plus a 10% administrative mark-up. All accounts are due in ten days. Invoices not paid within 30 days of invoice date will be subject to late charges of 1% per month. If payment for services is not received within 90 days of the invoice date, all subsequent services and/or issuance of documents may be postponed until receipt of payment, unless special arrangements are made prior to providing the services.

5.28.09

Mr. Bob Wuotila

Proposal for Landscape Architectural Services – Jacobsen Tree Farm Park Master Plan


Page 4 of 4



If this proposal meets with your approval, please sign one of the copies and return it to our office. If you have questions, would like more information, or wish to make any modifications, please do not hesitate to contact us. We look forward to working with you on the master plan for Jacobsen Tree Farm Park.

Sincerely,

The Berger Partnership PS


Greg Brower
Principal

APPROVED:

Date

encl: 1 Return Copy
Fee worksheet